

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
MADISON, WI
MINUTES
DECEMBER 12, 2002**

PRESENT: Judith Ficks, Cindy Erb, Linda Roos-Stutz, Kim Senglaub (by phone)

EXCUSED: Hector Colon

STAFF PRESENT: Deanna Zychowski, Wayne Austin, Grace Schwingel, DOE Staff

GUESTS: Ron Hermes, WPTA

CALL TO ORDER

Judith Ficks, Chair, called the meeting to order at 9:05 a.m. A quorum of 4 members was present.

AGENDA

It was noted that the name on the agenda, James M. Dreher, O.T., to be considered for application should be corrected to read **Janna M. Dreher, O.T.**

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to approve the agenda as amended. Motion carried unanimously.

MINUTES OF OCTOBER 10, 2002

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to approve the minutes of October 10, 2002 as published. Motion carried unanimously.

**PRESENTATION OF PROPOSED STIPULATION IN THE MATTER
CONCERNING LAURA D. HOKANSON, O.T. BY ATTORNEY PAMELA STACH**

Attorney Pamela Stach presented the stipulation in the matter concerning Laura Hokanson, O.T. This case will be deliberated on in closed session.

**PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED
AFTER MAILING OF AGENDA**

None

CLOSED SESSION

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of reviewing administrative warning, deliberation of proposed stipulation, review of applications, consulting legal counsel and conducting two oral exams. Motion carried by roll call vote: Judith Ficks-yes, Cindy Erb-yes, Linda Roos-Stutz-yes, Kim Senglaub-yes.

Open Session recessed at 9:17 a.m.

RECONVENE INTO OPEN SESSION

MOTION: Linda Roos Stutz moved, seconded by Cindy Erb, to reconvene into open session at 12:15 p.m. Motion carried unanimously.

APPEARANCE AND REQUEST FOR REVIEW OF ADMINISTRATIVE WARNING 02 OTB 01

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to withdraw the administrative warning issued to Karen Milchuck. Motion carried unanimously.

The Board requested that Legal Counsel, Wayne Austin, draft a letter explaining the reason for the withdrawal of the administrative warning was based on the attorney's feedback that the Clinic would be evaluating their procedure for exempting physician referrals.

DIVISION OF ENFORCEMENT – CASE STATUS REPORT

None

REVIEW OF PROPOSED ADMINISTRATIVE WARNINGS THAT MAY BE ISSUED AFTER MAILING OF AGENDA

None

DELIBERATION OF PROPOSED STIPULATION

LAURA D. HOKANSON, O.T. – COLUMBUS.

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to accept the Findings of Fact, Conclusions of Law and Order in the matter concerning Laura D. Hokanson, O.T. Motion carried unanimously.

**DELIBERATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED
AFTER MAILING OF AGENDA**

None

REVIEW OF APPLICATIONS

JANNA M. DREHER, O.T.

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to grant the application for licensure for Janna Dreher, O.T. and to refer this matter to DOE to open a case regarding her practice of occupational therapy without a license. Motion carried unanimously.

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to authorize Legal Counsel, Wayne Austin, to write a letter to the Department of Health & Family Services instructing them to cease granting licensure waivers as it is not within their purview. Motion carried unanimously.

REBECCA BITTNER, OTA

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to grant the application for licensure for Rebecca Bittner, OTA, and to refer this matter to DOE to consider issuing her an administrative warning with regard to her practice without a license. Motion carried unanimously.

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to authorize Legal Counsel, Wayne Austin, to write a letter to the Department of Public Instruction instructing them to cease granting licensure waivers as it is not within their purview. Motion carried unanimously.

CONSULTING WITH LEGAL COUNSEL

Noted

CONDUCTING ORAL EXAMINATIONS OF 2 CANDIDATES FOR LICENSURE

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to grant licenses to the 2 candidates who came for oral exams on December 12, 2002. Motion carried unanimously.

INFORMATIONAL ITEMS

Judith Ficks reviewed the October 28, 2002 letter to Senator Robson and Representative Underheim and the November 12, 2002 NBCOT program information

OTHER BOARD BUSINESS

The Board requested that an item to begin the process of updating oral exam questions be put on the Board's next agenda in February 2003. The Department has a bank of questions which Casey Brown will FAX to board members.

Meeting Dates

The Board agreed by consensus to change the dates of all the meetings scheduled for 2003 from Thursday to the next day, Friday, at 9:00 a.m. The dates of the meetings for 2003 will be as follows: February 14, April 11, June 13, August 8, October 10, and December 12.

ADJOURNMENT

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to adjourn the meeting at 12:30 p.m. Motion carried unanimously.

Next Meeting Date: Friday, February 14, 2003